UTAH COUNTIES INSURANCE POOL

BOARD OF TRUSTEES MEETING

Thursday, December 16, 2010, 12:00 p.m. UCIP Offices, 10980 S. Jordan Gateway, South Jordan, UT

AGENDA

12:00	Lunch Provided	
12:30	Call to Order	Kay Blackwell
	Recess for Public Hearing on 2011 UCIP Budget	Kay Blackwell
	Reconvene	
ITEM	ACTION	
1	Review/Excuse Board Members Absent	Kay Blackwell
2	Approve November 11 Meeting Minutes	Steve Wall
3	Approve 2011 UCIP Budget	Kay Blackwell
4	Review/Approve Actuary and Auditor Engagement	Johnnie Miller
5	Elect 2011 Officers	Kay Blackwell
6	Set Date, Time and Place of Regular Meetings for 2011	Sonya White
7	Review/Approve Endorsement: Flood Limits	Johnnie Miller
8	Review/Approve Endorsement: Limited Professional Health Care Services	Johnnie Miller
9	Review/Approve Amendments to the Coverage Addendum	Johnnie Miller
10	Review/Approve Amended 2010 Budget	Johnnie Miller
11	Review/Approve 2011 Workers Compensation Fund Premium	Johnnie Miller
12	Ratification and Approval of Payments and Credit Card Transactions	Steve Wall
13	Set Date and Time for Closed Meeting to Discuss Character, Professional Competence, Physical/Mental Health of an Individual	Kay Blackwell
14	Action on Personnel Matters	Kay Blackwell
15	Set Date and Time for Closed Meeting to Discuss Pending or Reasonably Imminent Litigation	Kay Blackwell
16	Action on Litigation Matters	Kent Sundberg
17	INFORMATION	
18	AGRIP Governance Conference Report	Kay Blackwell
19	Audit Committee Report	Steve White
20	Chief Executive Officer's Report	Johnnie Miller
21	Nominating Committee Report	Jim Eardley
22	Other Business	Kay Blackwell

Electronic Meeting Notice: 888-447-7153, Participant Passcode: 2261240

		* *	
		e •	



BOARD OF TRUSTEES MEETING MINUTES

December 16, 2010, 12:30 p.m. UCIP Offices, South Jordan, UT

BOARD MEMBERS PRESENT

Kay Blackwell, *President*, Piute County Commissioner Ken Bischoff, *Vice President*, Weber County Commissioner Steve Wall, *Secretary-Treasurer*, Sevier County Clerk-Auditor

Bruce Adams, San Juan County Commissioner
Brad Dee, Weber County Human Resources Director
Jim Eardley, Washington County Commissioner
Gerald Hess, Davis County Deputy Attorney
Jerry Hurst, Tooele County Commissioner
Wayne Smith, Iron County Commissioner
Kent Sundberg, Utah County Deputy Attorney
Steve White, Utah County Commissioner

BOARD MEMBERS ABSENT

LaMar Guymon, Emery County Sheriff Karla Johnson, Kane County Clerk-Auditor

MEMBERS PRESENT

Bret Millburn, Davis County Commissioner

OTHERS PRESENT

Mark Brady, UCIP Loss Control Manager Johnnie Miller, UCIP Chief Executive Officer Sonya White, UCIP Manager of Administration

Call to Order

Kay Blackwell called this meeting of the Utah Counties Insurance Pool Board of Trustees to order at 12:30 p.m. on December 16, 2010 and welcomed all in attendance.

Recess for Public Hearing on 2011 UCIP Budget

Steve White made a motion for the Board of Trustees to recess at 12:30 p.m. for a scheduled Public Hearing to review the Utah Counties Insurance Pool's 2011 Budget (see attachment number one). Bruce Adams seconded the motion, which passed unanimously. No one came forward to speak at the Public Hearing.

The regular meeting resumed at 12:35 p.m. on December 16, 2010.

Review/Excuse Board Members Absent

LaMar Guymon did not contact staff about his absence. Karla Johnson requested to be excused from this meeting due to medical reasons. Wayne Smith made a motion to excuse LaMar Guymon and Karla Johnson from this meeting. Steve White seconded the motion, which passed unanimously.

Approve November 11 Meeting Minutes

The minutes of the Board of Trustees meeting held November 11, 2010 were previously sent to the Board Members for review. Steve Wall requested that *coincide* be changed to *coincides* under agenda item: *Review/Approve Amended Property Section, Coverage Addendum.* Steve Wall made a motion to approve the November 11, 2010 meeting minutes as corrected. Ken Bischoff seconded the motion, which passed unanimously.

Approve 2011 UCIP Budget

Steve White made a motion to approve the 2011 UCIP Budget as presented during the public hearing. Jim Eardley seconded the motion, which passed unanimously.

Review/Approve Actuary and Auditor Engagement

The Actuarial Services Engagement Letter (see attachment number two) and the Audit Understanding of Services Letter (see attachment number three) were previously sent to the Board Members for review. Kent Sundberg made a motion to approve the Actuarial Services Engagement for 2011. Wayne Smith seconded the motion, which passed unanimously. Steve White made a motion to approve the Audit Understanding of Services for 2011. Jerry Hurst seconded the motion, which passed unanimously.

Elect 2011 Officers

Jim Eardley nominated Kay Blackwell for President of UCIP. Steve Wall made a motion to suspend the rules and elect Kay Blackwell by acclamation. Steve White seconded the motion, which passed unanimously.

Steve White nominated Jim Eardley for Vice-President of UCIP. Jerry Hurst made a motion to suspend the rules and elect Jim Eardley by acclamation. Wayne Smith seconded the motion, which passed unanimously.

Jim Eardley nominated Steve Wall for Secretary/Treasurer of UCIP. Bruce Adams made a motion to suspend the rules and elect Steve Wall by acclamation. Wayne Smith seconded the motion, which passed unanimously.

Set Date, Time and Place of Regular Meetings for 2011

Sonya White presented the tentative Regular Meeting Schedule to the Board (see attachment number four). The Board changed the June 3 meeting from Utah County to San Juan County. Steve Wall made a motion to approve the 2011 Regular Meeting Schedule of the Board of Trustees as corrected. Bruce Adams seconded the motion, which passed unanimously.

Review/Approve Endorsement: Flood Limits

Johnnie Miller reviewed Endorsement Number 23 with the Board (see attachment number five). Based on total property values, each member is provided a flood sublimit. The sublimits are capped at \$5 million. Ken Bischoff made a motion to approve Endorsement Number 23 Flood Limits as written. Steve Wall seconded the motion, which passed unanimously.

Review/Approve Endorsement: Limited Professional Health Care Services

Johnnie Miller reviewed Endorsement Number five with the Board (see attachment number six). Language has been added to include qualified medical service provider as part of certification or recertification training. This additional language satisfies the requirements of hospitals and clinics who provide training to member EMTs. Jim Eardley made a motion to approve the amendments to Endorsement Number Five as presented. Bruce Adams seconded the motion, which passed; Kent Sundberg voted against the motion.

Review/Approve Amendments to the Coverage Addendum

The revisions to the Coverage Addendum were previously sent to the Board Members for review (see attachment number seven). Johnnie Miller explained that the revisions are based on the changes to the coverage and limits approved by the Board at its November 11 meeting. Language was added to clarify that the Pool is a Governmental Entity subject to the Governmental Immunities Act, that the Pool is an alternative method of risk financing (not an insurance company) and that the term of coverage is continuous during the term of membership. Jim Eardley made a motion to approve the amendments to the Coverage Addendum as presented. Steve Wall seconded the motion, which passed unanimously.

Review/Approve Amended 2010 Budget

Johnnie Miller reviewed the amendments to the 2010 Budget (see attachment number eight). Brad Dee made a motion to approve the amended 2010 Budget as presented. Gerald Hess seconded the motion, which passed unanimously.

Review/Approve 2011 Workers Compensation Fund Premium

Johnnie Miller reviewed the 2011 Workers Compensation premiums with the Board (see attachment number nine). Johnnie explained that due to the three member employee deaths in 2010, UCIP has lost the preferred rate with Workers Compensation Fund so the proposal is calculated at a standard rate. Ken Bischoff made a motion to approve the premium rate proposal by Workers Compensation Fund as presented. Steve Wall seconded the motion, which passed unanimously.

Ratification and Approval of Payments and Credit Card Transactions

Steve Wall reviewed the payments made, payments to be made (see attachment number ten) and credit card transactions with the Board. Steve Wall made a motion to approve the payments made, payments to be made and credit card transactions. Ken Bischoff seconded the motion, which passed unanimously.

Set Date and Time for Closed Meeting

Jim Eardley made a motion to set the date and time for a closed meeting to discuss character, professional competence, physical/mental health of an individual for 1:30 p.m. on December 16, 2010. Bruce Adams seconded the motion, which passed unanimously. Board Members present at the closed meeting were: Kay Blackwell, Ken Bischoff, Steve Wall, Bruce Adams, Brad Dee, Jim Eardley, Gerald Hess, Jerry Hurst, Wayne Smith, Kent Sundberg and Steve White. Johnnie Miller was also present.

The regular meeting resumed at 2:35 p.m. on December 16, 2010.

Action on Personnel Matters

Brad Dee made a motion to honor the commitment made by the former CEO to Korby Siggard that allowed for his vacation leave to start accruing the year employment with UCIP's TPA started, which was year 2001. Steve Wall seconded the motion, which passed unanimously. Korby is eligible for 160 hours vacation starting January 1, 2011.

Set Date and Time for Closed Meeting

Kent Sundberg made a motion to set date and time for a closed meeting to discuss pending or reasonably imminent litigation at 2:40 p.m. on December 16, 2010. Steve Wall seconded the motion, which passed unanimously. Board Members present at the closed meeting were: Kay Blackwell, Ken Bischoff, Steve Wall, Bruce Adams, Brad Dee, Jim Eardley, Gerald Hess, Jerry Hurst, Wayne Smith and Kent Sundberg. Mark Brady, Johnnie Miller and Sonya White were also present. During discussions relating to Utah County claims, Kent Sundberg was excused from the meeting.

The regular meeting resumed at 2:55 p.m. on December 16, 2010.

Action on Litigation Matters

Kent Sundberg made a motion to ratify authority in the amount of \$50,000 in the matter of DUC0000302006. Bruce Adams seconded the motion, which passed unanimously.

Gerald Hess made a motion authorizing settlement authority up to an amount of \$100,000 in the matter of UTA00000302004. Jim Eardley seconded the motion, which passed; Kent Sundberg abstained.

Kent Sundberg made a motion authorizing settlement authority up to an amount of \$84,000, including a reservation of rights letter, in the matter of UIN0001062010. Ken Bischoff seconded the motion, which passed unanimously.

Kent Sundberg made a motion to approve the rate of \$165 per hour for Bart Kunz, Christensen and Jensen; \$140 per hour for Susan Black Dunn, Dunn and Dunn; and \$135 per hour for Kathleen Liuzzi, Dunn and Dunn. Gerald Hess seconded the motion, which passed unanimously.

AGRIP Governance Conference Report

Board Members and staff attended training sessions at the AGRIP Governance Conference in October. Sessions included: Effective Board Communications, Developing a Leadership Culture, Disciplines of Governance Excellence, The Power of Healthy Boards and Trustee's Role in Ratemaking, Reserves and Reinsurance.

Audit Committee Report

Steve Wall reported that the Audit Committee met today with the auditors from Larson and Rosenberger in preparation for the upcoming audit scheduled for the first week in March.

Chief Executive Officer's Report

Johnnie Miller reported on the following meetings: Millard County Personnel, CRL Investment Committee, CRL Property Membership, Annual UCIP Membership, Duchesne County's Risk Management, Litigation Management Committee, Annual Utah PRIMA Luncheon and Audit Committee. Johnnie also met with the CEO of URMMA to discuss member training opportunities. Johnnie reported that Summit County, after several requests from UCIP staff, did not provide the information needed for UCIP to prepare a membership proposal.

Nominating Committee Report

Jim Eardley reported that two officials have provided written requests to be considered for the Third Class Counties Representative appointment: LuAnn Adams, Box Elder County; and Marilyn Gillette, Tooele County. Two officials have provided written requests to be considered for the Law Enforcement Committee Chair appointment: Lynn Nelson, Cache County; and Cameron Noel, Beaver County. Wayne Smith explained that Reed Erickson, Iron County, would also like to be considered for the Third Class Counties Representative appointment and will submit his written request. Jim explained that the Board will conduct interviews at its January 20 meeting.

Other Business

The next meeting of the Board of Trustees is scheduled for January 20, 2011 at 12:00 p.m. at the UCIP Offices in South Jordan.

Approved on this 201 day of January 2011

Steve Wall, UCIP Secretary-Treasurer

The Salt Lake Tribune WWW.SLTRIB.COM





PROOF OF PUBLICATION

CUSTOMER'S COPY

CUSTOMER NAME AND ADDRESS	ACCOUNT NUMBER	DATE	
UTAH COUNTIES INSURANCE POOL,	9001366989	12/10/2010	
PO BOX 760			
MIDVALE UT 84047			

ACCOUNT NAME					
UTAH COUNTIES INSURANCE POOL,					
TELEPHONE	ADORDER# / INVOICE NUMBER				
8015658500	0000644689 /				
SC	CHEDULE				
Start 12/09/2010	End 12/09/2010				
CUS	ST, REF. NO.				
PH 12/16/10					
	CAPTION				
ard of Trustees has scheduled	a Public Hearing to consider adoption of th				
	SIZE				
14 Lines	1.00 COLUMN				
TIMES	RATE				
3					
MISC. CHARGES	AD CHARGES				
	TOTAL COST				
	22.50				

The Utah Counties Insurance Pool Board of Trustees has scheduled a Public Hearing to consider adoption of the tentative 2011 budget at 12:30 p.m. on December 16, 2010 at 10980 S. Jordan Gateway, South Jordan. 644689 UPAXLP

AFFIDAVIT OF PUBLICATION

AS NEWSPAPER AGENCY CORPORATION LEGAL BOOKER, I CERTIFY THAT THE ATTACHED ADVERTISEMENT OF The Utah Counties Insurance Pool Board of Trustees has scheduled a Public Hearing to consider adoption of the tentative 2011 budget at 12:30 p.m. on December FOR UTAH COUNTIES INSURANCE POOL, WAS PUBLISHED BY THE NEWSPAPER AGENCY CORPORATION, AGENT FOR THE SALT LAKE TRIBUNE AND DESERET NEWS, DAILY NEWSPAPERS PRINTED IN THE ENGLISH LANGUAGE WITH GENERAL CIRCULATION IN UTAH, AND PUBLISHED IN SALT LAKE CITY, SALT LAKE COUNTY IN THE STATE OF UTAH. NOTICE IS ALSO POSTED ON UTAHLEGALS.COM ON THE SAME DAY AS THE FIRST NEWSPAPER PUBLICATION DATE AND REMAINS ON UTAHLEGALS.COM INDEFINATELY.

> Start 12/09/2010

12/09/2010 End

PUBLISHED ON

SIGNATURE

12/10/2010

VIRGINIA CRAFT Notary Public, State of Utah mmission # 581469 My Commission Expires

January 12, 2014

THIS IS NOT A STATEMENT BUT A "PROOF OF PUBLICATION" PLEASE PAY FROM BILLING STATEMENT

		, p		



Public Meeting Notice Admin

- Help
- · Log Out

Welcome to the Public Notice Website: Your central source for all public notice information in Utah

Notice Saved Successfully

Your notice has been saved successfully.

Notice Title:

Board Meeting

Government Type:

Special Districts

Entity:

Utah Counties Insurance Pool

Public Body Name:

Board of Trustees

Notice Subject:

Insurance

Notice Type:

Meeting

Street Address:

10980 S. Jordan Gateway

Street Address continued:

City:

South Jordan

Zip:

84095

Start Date:

12/16/10 12:30 PM

End Date:

12/16/10 4:00 PM

Description / Agenda:

Call to Order

Recess for Public Hearing on 2011 UCIP Budget

Reconvene

Review/Excuse Board Members Absent

Approve November 11 Meeting Minutes

Approve 2011 UCIP Budget

Review/Approve Actuary and Auditor Engagement

Elect 2011 Officers

Set Date, Time and Place of Regular Meetings for 2011

Review/Approve Endorsement: Flood Limits

Review/Approve Endorsement: Limited Professional Health Care Services

Review/Approve Amendments to the Coverage Addendum

Review/Approve Amended 2010 Budget

Review/Approve 2011 Workers Compensation Fund Premium

Ratification and Approval of Payments and Credit Card Transactions

Set Date and Time for Closed Meeting

to Discuss Character, Professional Competence, Physical/Mental Health of an Individual

Action on Personnel Matters

Set Date and Time for Closed Meeting to Discuss Pending or Reasonably Imminent Litigation Action on Litigation Matters AGRIP Governance Conference Report Audit Committee Report Chief Executive Officer's Report Nominating Committee Report Other Business

ADA:

In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify Sonya White at the Utah Counties Insurance Pool, PO Box 760, Midvale, UT 84047, or call 800-339-4070, at least three days prior to the meeting.

Electronic Participation:

Any Member of the Utah Counties Insurance Pool Board of Trustees may participate telephonically.

Other:

Emergency Notice:

No

Send copy of notice to:

editor@sltrib.com

Attachments

There are attachments associated with this notice.

Back to main page

Public Notices

Notices

- Dashboard
- Add
- Search
- Drafts
- · Published
- Pending

Owner

- Add
- Search
- · Pending

Public Bodies

- Add
- Search
- Pending

Poster

- Add
- Search
- Pending

Entity: Utah Counties Insurance Pool

Public Body: Board of Trustees

Subject:

Insurance

Notice Title:

Board Meeting

10980 S. Jordan Gateway

Meeting Location:

South Jordan 84095

Notice Date & Time:

December 16, 2010 12:30 PM - 4:00 PM

Description/Agenda:

Call to

Order

Recess for Public Hearing on 2011 UCIP Budget

Reconvene

Review/Excuse Board Members Absent

Approve November 11 Meeting Minutes

Approve 2011 UCIP Budget

Review/Approve Auditor Engagement

Review/Approve Actuary Engagement

Elect 2011 Officers

Set Date, Time and Place of Regular Meetings for

2011

Review/Approve Endorsement: Flood Limits

Review/Approve Endorsement: Limited Professional

Health Care Services

Review/Approve Amended 2010 Budget

Ratification and Approval of Payments and Credit

Card Transactions

Set Date and Time for Closed Meeting

to Discuss Character, Professional Competence,

Physical/Mental Health of an Individual

Action on Personnel Matters

Set Date and Time for Closed Meeting

to Discuss Pending or Reasonably Imminent

Litigation

Action on Litigation Matters

AGRIP Governance Conference Report

Audit Committee Report

Chief Executive Officer's Report

Loss Control Manager's Report

Other Business

Notice of Special Accommodations:	In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify Sonya White at the Utah Counties Insurance Pool, PO Box 760, Midvale, UT 84047, or call 800-339-4070, at least three days prior to the meeting.			
Notice of Electronic or telephone participation:	Any Member of the Utah Counties Insurance Pool Board of Trustees may participate telephonically.			
Other information:				
Contact Information:	Sonya White 801-565-8500 sonya@ucip.utah.gov			
Posted on:	December 13, 2010 10:45 AM			
Last edited on:	December 13, 2010 10:45 AM			

Printed from Utah's Public Notice Website (http://pmn.utah.gov/)

UTAH COUNTIES INSURANCE POOL Budget

	Approved 2010	Tentative 2011
Revenue		
Premiums and other Considerations	5,690,296	6,190,000
Investment Income	55,000	55,000
Program Management Fees	3,000	3,000
Conferences	6,500	6,500
Total Income	5,754,796	6,254,500
Underwriting Expense		
Losses and Loss Adjustment Expenses	2,960,000	3,000,000
Losses Incurred	300,000	570,000
Reinsurance Expense	1,299,000	1,311,990
Total Underwriting Expenses	4,559,000	4,881,990
Administrative Expense) ,
Board of Trustees	40,000	40,000
Depreciation	35,000	35,000
Loss Control	42,650	42,650
Marketing	16,000	16,000
Office Operations	220,000	220,000
Professional Services	77,300	77,300
Staff	745,000	757,090
Total Administrative Expenses	1,175,950	1,188,040
Total Operating Expense	5,734,950	6,070,030
Change in Net Assets	19,846	184,470



November 18, 2010

Mr. Johnnie R. Miller, ARM-P, CIC Chief Executive Officer Utah Counties Insurance Pool P.O. Box 760 Midvale, UT 84047

RE: ACTUARIAL SERVICES ENGAGEMENT LETTER

Dear Mr. Miller:

This letter outlines the scope and terms of our engagement with the Utah Counties Insurance Pool (UCIP) Multi-Line Program.

SCOPE

BYNAC will prepare an actuarial report that estimates the required reserves as of 12/31/10. The reports will estimate the ultimate incurred losses of the prior policy periods for financial statement reporting. In addition, we will prepare an actuarial report prior to renewal that determines the indicated premium for the 1/1-12/31/12 policy period.

We will prepare interim reserve reviews to evaluate if losses are developing as expected. These reviews will be in the form of a letter.

FEES

Our proposed fee for the reserve analysis and premium indication reports is \$5,000 per report. Our proposed fee for the interim reserve reviews is \$2,000 per review. These fees include an annual trip to present our findings.

OUTCOME AND CONTINGENCY

Any opinions expressed are based on our actuarial experience and judgment and are limited by our knowledge of the facts at the time. We cannot and do not make promises or guarantees about the outcome of the analysis. In addition, your obligation to pay for services and expenses is not contingent upon the outcome of any matter.

Mr. Johnnie R. Miller, ARM-P, CIC November 18, 2010 Page Two

Thank you for the opportunity to provide services. If these arrangements are acceptable, please sign a copy of this letter in the space provided below and return it to me. If you have any questions, please let me know.

Sincerely,

Lisa Dennison, FCAS, FCA, MAAA

President and Consulting Actuary

Accepted: Utah County Insurance Pool

By: ______ Date:





November 18, 2010

Audit Committee **Utah Counties Insurance Pool** 10980 South Jordan Gateway South Jordan, UT 84095

We are pleased to confirm our understanding of the services we are to provide Utah Counties Insurance Pool for the year ended December 31, 2010.

We will audit the financial statements of Utah Counties Insurance Pool as of and for the year ended December 31, 2010.

Accounting standards generally accepted in the United States provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to accompany Utah Counties Insurance Pool's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement. we will apply certain limited procedures to Utah Counties Insurance Pool's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis

Supplementary information other than RSI also accompanies Utah Counties Insurance Pool's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America:

1. Premiums and Loss Development Information

Audit Objectives

The objective of our audit is the expression of an opinion as to whether your basic financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of the accounting records of **Utah Counties Insurance Pool** and other procedures we consider necessary to enable us to express such an opinion. If our opinion on the financial statements is other than unqualified, we will fully discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or to issue a report as a result of this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with laws, regulations, and the provisions of contracts or grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and compliance will include a statement that the report is intended solely for the information and use of management, the body or individuals charged with governance, others within the entity, and specific legislative or regulatory bodies and is not intended to be and should not be used by anyone other than these specified parties. If during our audit we become aware that **Utah Counties Insurance Pool** is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

Management Responsibilities

Management is responsible for the basic financial statements and all accompanying information as well as all representations contained therein. As part of the audit, we will assist with preparation of your financial statements and related notes. You are responsible for making all management decisions and performing all management functions relating to the financial statements and related notes and for accepting full responsibility for such decisions. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. Further, you are required to designate an individual with suitable skill, knowledge, or experience to oversee any nonaudit services we provide and for evaluating the adequacy and results of those services and accepting responsibility for them.

Management is responsible for establishing and maintaining effective internal controls, including monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; for the selection and application of accounting principles; and for the fair presentation in the financial statements of the **Utah Counties Insurance Pool** and the respective changes in financial position and cash flows, where applicable, in conformity with U.S. generally accepted accounting principles.

Management is also responsible for making all financial records and related information available to us and for ensuring that management and financial information is reliable and properly recorded. Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud or illegal acts could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting **Utah Counties Insurance Pool** received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws, regulations, contracts, and agreements for taking timely and appropriate steps to remedy any fraud, illegal acts, violations of contracts or grant agreements, or abuse that we may report. You are responsible for the preparation of the supplementary information in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying for us previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because an audit is designed to provide reasonable, but not absolute assurance and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform you of any material errors and any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform you of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to Government Auditing Standards.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of **Utah Counties Insurance Pool's** compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Audit Administration, Fees, and Other

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

We will provide copies of our reports to **Utah Counties Insurance Pool**; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Larson & Rosenberger and constitutes confidential information. However, pursuant to authority given by law or regulation, we may be requested to make certain audit documentation available to the State Auditor's Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Larson & Rosenberger personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the State Auditor's Office. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Geri A. Douglas, CPA is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

We expect to begin our audit on approximately February 28, 2011 and to issue our reports no later than May 20, 2011. Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, will not exceed \$19,750. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Government Auditing Standards require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2008 peer review report and letter of comment accompanies this letter.

We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Sincerely,
LARSON & ROSENBERGER LLP
Gia. 72
Geri A. Douglas, CPA Partner
RESPONSE: This letter correctly sets forth the understanding of Utah Counties Insurance Pool
Ву:
Title:
Date:

ANNUAL NOTICE OF REGULAR MEETING SCHEDULE OF THE BOARD OF TRUSTEES OF THE UTAH COUNTIES INSURANCE POOL

PUBLIC NOTICE is hereby given that the 2011 Annual Meeting schedule of the Board of Trustees of the Utah Counties Insurance Pool is as follows:

Regular meetings of the Board of Trustees of the Utah Counties Insurance Pool will be held on the dates, at the times and at the location of 10980 South Jordan Gateway, South Jordan, Utah or the specific member county listed below unless otherwise changed by action of a quorum of the Board of Trustees of the Utah Counties Insurance Pool.

TENTATIVE REGULAR MEETING DATES FOR 2011

January 20, 12:00 p.m.
February 17, 12:00 p.m.
March 17, 12:00 p.m.
April 15, 12:00 p.m., Davis County
May 12, 12:00 p.m., Washington County
June 3, 8:00 a.m., Utah County
July 21, 12:00 p.m.
August 18, 12:00 p.m., Iron County
September 15, 12:00 p.m.
October 20, 12:00 p.m.
November 17, 6:00 p.m., Washington County
December 15, 12:00 p.m.

A regular meeting may be canceled without notice by action of a quorum of the Board of Trustees. When, because of unforeseen circumstances, it is necessary for the Board of Trustees to hold an emergency meeting to consider matters of an emergency or urgent nature, the best notice practicable shall be given. No such emergency meeting of the Board of Trustees shall be held unless an attempt has been made to notify all of the members of the Board of Trustees and there is a majority vote in the affirmative to hold the meeting.

All regular meetings of the Board of Trustees shall be open to the public unless closed by the Board of Trustees in the manner described in §52-4-4, Utah Code Annotated, 1953 as amended, and, for a purpose described in §52-4-5, Utah Code Annotated, 1953 as amended.

and, for a purpose described in §52-4-5, U	tan Code Annotated,	1953 as amended.
ADOPTED AND APPROVED THIS	DAY OF	, 2010.
	UTAH (BOARD OF TRUSTEES, COUNTIES INSURANCE POOL
		President

	,		

Utah Counties Insurance Pool

Endorsements

Endorsement No. 24

FLOOD LIMITS

This endorsement attaches to and forms part of the Bylaws Coverage Addendum No. UCIP-10.100

The effective date of this endorsement is September 23, 2010.

Part V.A.2 Member Sublimits, Annual Aggregate Flood – Flood Zone - Non-Critical is amended in accordance with the following schedule by member:

Beaver	\$2,000,000
Box Elder	\$2,000,000
Cache	\$4,000,000
Carbon	\$4,500,000
Daggett	\$1,000,000
Davis	\$5,000,000
Duchesne	\$2,500,000
Emery	\$2,500,000
Garfield	\$1,000,000
Iron	\$3,000,000
Juab	\$2,500,000
Kane	\$2,000,000
Millard	\$4,000,000
Morgan	\$1,000,000
Piute	\$1,000,000
Rich	\$1,000,000
San Juan	\$2,000,000
Sanpete	\$2,000,000
Sevier	\$3,000,000
Tooele	\$5,000,000
Uintah	\$5,000,000
Utah	\$5,000,000
Wasatch	\$5,000,000
Washington	\$5,000,000
Wayne	\$1,000,000
Weber	\$5,000,000
All other members	\$1,000,000

All limits listed are per occurrence and annual aggregate limit.

Subject otherwise to all terms, clauses and conditions of this Agreement.

	, · · ·	

Utah Counties Insurance Pool

Endorsements

Endorsement No. 5

LIMITED PROFESSIONAL HEALTH CARE SERVICES

This endorsement attaches to and forms part of Part VII – Liability, Addendum No. UCIP-10.100, Part B – Public Officials Errors & Omissions Liability.

The effective date of this endorsement is January 1, 2004.

Notwithstanding Exclusion C. of Part III – General Coverage Exclusions, it is understood and agreed that:

- A. Limited Professional Health Care Services is added to Part VII Liability, Addendum No. UCIP-05.100, Part B Public Officials Errors & Omissions Liability, but only as respects coverage for the **Named Member** and any duly qualified Psychologist, Physician Assistant, Registered Nurse Practitioner, Registered Nurse, Licensed Practical Nurse, Emergency Medical Technicians, Paramedics, Counselors, Social Workers, Nutritionists and related health and community worker classifications or other employees trained in first aid.
- B. The following definition is added to Part VII Liability, Part B Public Officials Errors & Omissions:
 - "Limited Professional Health Care Services" means Bodily Injury or Personal Injury arising out of the rendering or failure to render medical services by any duly qualified Psychologist, Physician Assistant, Registered Nurse Practitioner, Registered Nurse, Licensed Practical Nurse, Emergency Medical Technicians, Paramedics, Counselors, Social Workers, Nutritionists and related health and community worker classifications or other employees trained in first aid.

However, Limited Professional Health Care Services does not include service provided by:

- 1. a hospital or emergency room facility, except when provided by a qualified medical service provider listed above as part of certification or recertification training;
- 2. a physician, medical doctor, osteopath, chiropractor, resident, extern, or intern;
- 3. a psychiatrist;
- 4. a pharmacist;
- 5. a dentist, orthodontist, or periodontist; and
- 6. any other licensed health care professional other than any duly qualified Psychologist, Physician Assistant, Registered Nurse Practitioner, Registered Nurse, Licensed Practical Nurse, Emergency Medical Technicians, Paramedics, Counselors, Social Workers, Nutritionists and related health and community worker classifications or other employees trained in first aid.

	.*	



MEMORANDUM

To: UCIP Board of Trustees

From: Johnnie Miller

Date: December 15, 2010

Re: Coverage Addendum Revisions

Included in your Board packet for our meeting on December 16, 2010 is a copy of the draft revisions to the Bylaws Coverage Addendum based primarily on the changes to coverage and limits approved at the Board meeting of November 11, 2010. Staff recommends the ratification of these revisions to the Bylaws Coverage Addendum.

Revisions incorporated in this recommended draft are the following:

- 1. Additional changes were made to Part I, General Declarations to clarify the structure and purpose of the Pool and the Addendum. These changes include:
 - a. Clarification that the Pool is a governmental entity formed under the Interlocal Cooperation Act, subject to the Governmental Immunities Act, and recognized by the Utah Insurance Code.
 - b. Additional language to clarify the Pool is not an insurance company, but an alternative method of risk financing.
 - c. Added a "Term of Coverage" section to clarify that coverage does not expire or renew, but runs continuously during the term of membership.
- 2. For clarification, limits and sublimits were removed from Part I of the document, and inserted in each coverage part.
- 3. Revisions to Property Coverages approved by the Board at their November 11, 2010 meeting as outlined in my memo of November 2, 2010. These changes were precipitated by improved coverage terms with our reinsurer, County Reinsurance Limited.
- 4. Revisions to Limits and Sublimits for Property coverages approved by the Board at their November 11, 2010 meeting. These changes were precipitated by improved terms with our reinsurer, County Reinsurance Limited.

Utah Counties Insurance Pool

Formatted: Fo

2010 <u>Member Bylaws</u> Coverage Addendum

Effective 1-1-20101

Formatted: Formatted: Formatted: Formatted

PART I

A. General Coverage Declarations

- The Utah Counties Insurance Pool (the "Pool") is formed pursuant to the 1. provisions of the Utah Interlocal Cooperation Act, Utah Code Ann. §11-13-101 et. seg., as a governmental entity within the scope of the Utah Governmental Immunity Act, Utah Code Ann. §63G-7-101 et. seq., and recognized as a Public Entity Insurance Mutual under the Utah Insurance Code, Utah Code Ann. §31A-1-1 et. seq.. The Pool is a risk sharing arrangement among Utah County Governments and other eligible public agencies that are parties to the UCIP Amended Interlocal Agreement as an alternative to insurance for the funding of costs associated with accidental loss. - The Pool is formed pursuant to the provisions of the Utah Insurance Code, Utah Code Ann. 31A-1-1 et. seq. (1994 & Supp. 1998), the Utah Interlocal Cooperation Act, Utah Code Ann. §11-13-1 et. seq. (1996 & Supp. 1998) and through the Amended Bylaws and Amended Interlocal Cooperation Agreement signed by its Members. The purposes of the Pool are to provide a multiline-funding mechanism for property and casualty eoverages losses and to assist Members in controlling costs by providing specialized governmental risk management services and systems.
- 2. This Coverage Addendum is an addendum to and made a part of the Bylaws of the Utah Counties Insurance Pool under authority of the Amended Interlocal Cooperation Agreement. This Coverage Addendum shall not be construed to create a separate agreement among the Members of the Pool, or between the Pool and any individual Member or other party. The purpose of this Coverage Addendum is to describe the property and liability coverages provided to its Members. Some of the coverages, deductibles and limitations are unique to the Pool and may not be available elsewhere through private or commercial insurance.
- 3. It is the intent of the **Pool** to provide the property and liability coverage outlined in this **Coverage Addendum** to each **Member** and those who work for them or on their behalf in accordance with the laws of the State

of Utah. This **Coverage Addendum** is made a part of the Bylaws to eliminate misunderstandings regarding coverages; to avoid coverage disputes; to clarify responsibilities during the **Claims** handling process; and to provide the **Members** with a document that identifies when and to what extent a Member will be indemnified for loss from the funds of the Pool.

B. <u>Limits of Coverage</u>Term of Coverage

As respects each individual Member, the term of coverage under this

Addendum shall run uninterrupted from the time the entity becomes a

Member under the terms of the Amended Interlocal Agreement until that
membership is withdrawn or terminated under the provisions of the

Agreement.

Coverage:	Property, including building, contents, business		
Coverage:	interruption, mobile equipment, EDP, auto physical		
	damage, etc.		
Limit:	Total Insured Values as scheduled with the Pool. Loss		
Diint.	limit per Occurrence (see Earthquake and Flood		
	exceptions below).		
Valuation:	As scheduled with the Pool; vehicles and contractors		
Variation.	equipment are ACV (Actual Cash Value); time element		
	is actual loss sustained.		
Auto Physical Domagos	Values as scheduled with the Pool (\$1,000 deductible).		
Auto Physical Damage:			
Accounts Receivable:	\$1,000,000 in any one Occurrence.		
Building Ordinance:	\$1,000,000 Including demolition and increased cost of		
	construction.		
Business Interruption:	\$1,000,000 direct contingent/extra expense (excluding		
	Earthquake and Flood).		
	\$1,000,000 in any one Occurrence.		
Course of Construction:	\$250,000 Including soft costs (actual values must be		
	reported within 120 days).		
Debris Removal:	\$250,000 or 25% of loss, whichever is less, in any one		
	Occurrence.		
Decontamination Costs:	\$250,000 in any one Occurrence.		
Deferred Payments:	\$10,000 in any one Occurrence.		
Earthquake:	\$1,000,000 annual aggregate non-critical		
EDP Equipment/Media:	\$250,000 or per schedule any one Occurrence.		
Equipment Breakdown:	\$1,000,000 in any one Occurrence.		
Errors and Omissions:	\$250,000 in any one Occurrence.		
Evacuation Expense:	\$10,000 (only when actual loss occurs at a Member's		
E racation Emponso.	location).		
Expediting Expense:	\$50,000 in any one Occurrence.		
Extra Expense:	\$100,000 in any one Occurrence.		
Extended Period of Indemnity:	\$100,000 (lesser of actual loss sustained for 180		
Extended reflod of indefinity:	consecutive days).		
Fine Arts:	\$50,000 (objects over \$10,000 must be scheduled and		
FINE AITS.	are limited to the reported value).		
Flood:	\$1,000,000 annual aggregate Flood Zone Non Critical.		
r 100u.	\$10,000 annual aggregate Flood Zone A and B 100		
T /F	year zones)		
Ingress/Egress:	\$250,000 (lesser of actual covered loss or expense		
	sustained for 30 consecutive days) five mile limitation.		
Interruption by Civil Authority:	\$250,000 (lesser of actual loss sustained for 30		

Formatted: Formatted:

Formatted: Formatted: Formatted

Formatted: Fo

Formatted: Fo

Formatted: Fo

Formatted: Bu

	consecutive days) subject to a five mile limitation.		
Landscaping Improvements:	\$100,000 (limited to \$1,500 any one item).		
Leasehold Interest:	\$250,000 in any one Occurrence.		
Loss of Rents:	\$250,000 in any one Occurrence.		
Mobile Equipment:	Values included.		
Mobile Medical Equipment:	\$10,000 in any one Occurrence.		
Newly Acquired Property:	\$250,000 automatic coverage 120 day limitation, then covered under Unnamed Locations.		
Power/Service Interruption:	\$250,000 off premises property damage and time element combined (including transmission facilities, excluding transmission and distribution lines in excess of one mile).		
Professional Fees:	\$100,000 in any one Occurrence.		
Property in Transit:	\$100,000 (property damage and time element combined).		
Tax Treatment of Profits:	\$10,000.		
Temporary Removal:	Included (except \$10,000 for removal for the purpose of being repaired or serviced).		
Terrorism:	\$250,000 in any one Occurrence (certified and non-certified).		
Unnamed Locations:	\$25,000 at any one Location.		
Valuable Papers:	\$250,000 including records and EDP media.		
Watercraft in or out of Water:	Scheduled value (over 26 feet excluded).		
Maintenance Deductible:	\$500 per Occurrence (except auto physical damage = \$1000).		
Major Property Exclusions	Asbestos Removal (except as a result of named peril).		
(see Coverage Agreement for details):	Land & Water.		
	Transmission & Distribution Lines (except as noted in		
	the property section of the Coverage Agreement).		
	Street &/or roadways, paved surfaces, bridges.		

Formatted: Bu

2.CRIME COVERAGES

Coverage:	age: Crime and Employee Dishonesty	
Form	Limit	Terms
Money & Securities	\$250,000	Each and every loss
(in premises):	-	
Money & Securities	\$250,000	Each and every loss
(out premises):		4
Commercial Blanket Bond:	\$250,000	Each and every loss (excludes
-	-	employees known to have
		committed fraudulent or
		dishonest acts).
Faithful Performance:	\$125,000	Each and every loss
Depositors Forgery:	\$175,000	Each and every loss
Computer Fraud:	\$175,000	Each and every loss
Funds Transfer Fraud:	\$175,000	Each and every loss
Money Orders and	\$175,000	Each and every loss
Counterfeit Paper Currency:		
Maintenance Deductible:	\$500	Per Occurrence

3.LIABILITY

Formatted: Bu

Coverage:	Third party liability including Bodily Injury, Property			
Coverage.	Damage and Personal Injury. Subject to Utah			
Γ	Governmental Immunities Act (See Endorsement 2)			
Form:		for Public Officials Liability which is		
	claims-made			
Coverage Parts	Limit	Terms		
General Liability:	\$2,000,000	Per Occurrence		
Law Enforcement Liability:	\$2,000,000	Per Occurrence		
Employee Benefits Liability:	\$2,000,000	Per Occurrence		
Automobile Liability:	\$2,000,000	Per Occurrence		
Public Officials Liability:	\$2,000,000	Per Occurrence		
Herbicide and Pesticide	\$50,000	Per Occurrence		
Application		7		
Limited Professional Health	\$2,000,000 (See Endorsement 4)			
Care Services		,		
Terrorism:	\$50,000	Per Occurrence		
	\$100,000	Aggregate per Member		
	\$300,000	Annual Aggregate		
Major Liability Exclusions:	Pollution/Contamination/Asbestos/Lead			
j				
	Care Services per Endorsement 5)			
	Watercraft (over 26 feet in length)			
Major Liability Exclusions:	Pollution/Contamination/Asbestos/Lead Medical Malpractice (except Limited Professional He Care Services per Endorsement 5) Failure to Maintain or Supply water, gas, electric			

		i de

UTAH COUNTIES INSURANCE POOL Budget

	Approved	Tentative
	Revised	Amended
	2010	2010
Revenue		
Premiums and other Considerations	5,690,296	5,690,296
Investment Income	55,000	55,000
Program Management Fees	3,000	3,000
Conferences	6,500	14,000
Total Income	5,754,796	5,762,296
Underwriting Expense	,	
Losses and Loss Adjustment Expenses	2,960,000	2,820,000
Losses Incurred	300,000	450,000
Reinsurance Expense	1,299,000	1,299,000
Total Underwriting Expenses	4,559,000	4,569,000
Administrative Expense		()
Board of Trustees	40,000	44,000
Depreciation	35,000	30,000
Loss Control	42,650	50,000
Marketing	16,000	16,000
Office Operations	220,000	200,000
Professional Services	77,300	90,000
Staff	745,000	745,000
Total Administrative Expenses	1,175,950	1,175,000
Total Operating Expense	5,734,950	5,744,000
Change in Net Assets	19,846	18,296

	16 00	
	a .	

UTAH COUNTIES INSURANCE POOL

Workers Compensation Premium Change

	2010	2011	Change	%
Box Elder	103,879	166,177	62,298	60.0%
Daggett	21,701	29,398	7,697	35.5%
Duchesne	60,331	71,233	10,902	18.1%
Garfield	29,572	31,801	2,229	7.5%
Iron	173,511	147,062	(26,449)	-15.2%
Juab	35,171	48,130	12,959	36.8%
Kane	63,208	59,102	(4,106)	-6.5%
Millard	75,799	74,278	(1,521)	-2.0%
Morgan	26,060	31,888	5,828	22.4%
Piute	10,971	11,459	488	4.4%
Rich	11,921	12,400	479	4.0%
San Juan	59,495	63,271	3,776	6.3%
Sanpete	29,221	34,353	5,132	17.6%
Sevier	57,763	65,635	7,872	13.6%
Tooele	164,864	254,336	89,472	54.3%
Washington	192,224	177,595	(14,629)	-7.6%
Wayne	9,786	12,772	2,986	30.5%
Weber	378,218	310,259	(67,959)	-18.0%
UCIP	552	911	359	65.0%
	1,504,247	1,602,060	97,813	6.5%

Utah Counties Insurance Pool Payments November 12 - December 16, 2010

Amount	-13,507.38 -13,507.37 -47.68 -13,507.40 -4,511.64 -6,736.76 -2,115.34 -4,511.64 -6,736.76 -345.99 -360.00 -135.00 -135.00 -135.00 -1018.23 -1,704.86 -2,30.00 -1,704.86 -2,30.00 -1,704.86 -2,30.00 -1,704.86 -2,30.00 -1,704.86 -2,30.00 -1,704.86 -2,30.00 -1,704.86 -2,30.00 -1,704.86 -2,30.00 -1,704.86 -2,30.00 -1,704.86 -2,38.00 -1,704.86 -2,38.00 -1,704.86 -2,38.00 -1,295 -2,775.00 -1,295 -2,775.00 -1,295 -2,775.00 -1,295 -2,775.00 -1,295 -2,275.00 -2,525 -2,525
Memo	Created by Payroll Services on 11/04/2010 Created by Payroll Services on 11/04/2010 Service Charge Created by Payroll Services on 11/04/2010 EFT ACKNOWLEDGEMENT NUMBER: 270073400542403 Unit No: 864 (NOV 2010) EFITY, 644013 EFI
Name	QuickBooks Payroll Service QuickBooks Payroll Service QuickBooks Payroll Service United States Treasury United States Treasury United States Treasury United States Treasury Utah Retirement Systems Nationwide Retirement Systems Nationwide Retirement Systems Nationwide Retirement Systems Nationwide Retirement Systems United States Treasury Wells Fargo Wells Fargo Wells Fargo Wells Fargo Wells Fargo Utah State Streasury Shaney M. Kelleher Jennifer Byington Opticare of Utah Ken A. Bischoff Brad Dee Kent Sundberg Geral Hess Brad Dee Kent Sundberg Geral Hess Steven Wall Christensen & Jensen John Stimpson Office Depot Utah State Tax Commission PEHP-LTD Mark W. Brady Boyd Ferguson Nick D'Alesandro Office Depot TCNS, Inc. Office Depot TCNS, Inc. Revoc Leasing Company, LLC Thanksgiving Point Western AgCredit Shaney M. Kelleher Korby M. Siggard Opticare of Utah Public Employees Health Program Office Depot
Num	ONLINE ONLINE ONLINE ONLINE ONLINE ONLINE ONLINE VISA VISA VISA VISA 5774 5774 5774 5774 5778 5778 5778 5778
Date	11/12/2010 11/30/2010 11/30/2010 11/30/2010 11/30/2010 11/30/2010 11/24/2010 11/24/2010 11/24/2010 11/24/2010 11/24/2010 11/17/2010 11/17/2010 11/17/2010 11/17/2010 11/17/2010 11/17/2010 11/17/2010 11/17/2010 11/17/2010 11/30/2010 11/30/2010 11/30/2010 11/30/2010 11/30/2010 11/30/2010 11/30/2010 11/30/2010 11/30/2010 11/30/2010 11/30/2010 12/8/2010 12/8/2010 12/8/2010 12/8/2010 12/8/2010 12/8/2010 12/8/2010 12/8/2010
Type	ML Expense Liability Check Check Liability Check Bill Pmt -Check Bil

Utah Counties Insurance Pool Payments November 12 - December 16, 2010

TOTAL	Total ML Expense	Bill Pmt -Check	Type
		12/15/2010	Date
		5810	Num
		Utah Women's Conference	Name
		Registration 10/04/10	Memo
-100,446.06	-100,446.06	-30.00	Amount

AFFIDAVIT OF KAY BLACKWELL

STATE OF U				
COUNTY OF	SALT LAKE)			
Kay Bla	ckwell, being duly sworn upon oath, deposes and says:			
1.	That the affiant has personal knowledge of the matters hereinafter referred to in this Affidavit.			
2.	That the Affiant, on or about the <u>16</u> day of <u>December</u> , 2010, presided over a meeting of			
the Utah Counties	s Insurance Pool Board of Trustees, an open and public meeting within the provisions of Chapter 4, Title 52,			
Utah Code Annot	ated, 1953, as amended.			
3.	That a quorum of the Utah Counties Insurance Pool Board of Trustees was present and at least two-thirds of			
the members pres	ent, voted to close the meeting pursuant to the provisions of Section 52-4-4, Utah Code Annotated, 1953, as			
amended, for the	purpose of discussing the character, professional competence, or physical or mental health of an individual.			
4.	That the affiant was present throughout the meeting and, pursuant to the provisions of Section 52-4-7.5, the			
affiant does herel	by affirm that the sole purpose for closing the meeting was to discuss the character, professional competence,			
or physical or me	ntal health of an individual or individuals.			
FURTH	ER, Affiant saith not.			
DATED	this 16 day of December, 2010.			
	KAY BLACKWELL, President Utah Counties Insurance Pool			
On the	day of 2010, personally appeared before me Kay Blackwell, who, after being by me			
duly sworn, deposed and said that the information contained in the above and foregoing Affidavit is true and correct.				
	SONYA WHITE Notary Public, State of Utah Commission #563596 My Commission Expires April 18, 2014 My Commission Expires:			

			, , , , , , , ,	

Organizational Goals 2011

- RAP Implementation
- In depth review of coverage with members
- Provide Planners credits for Zoning conf.
- Increased field time
- Improved Data Systems
- E Addendum
- Control expenses



Administrative Goals 2011

- Professional Development Plans
- Accounting
- Claims
- Loss Control
- Member Communications Plan
- **Enhanced Reporting to Members**
- **Enhanced Reporting to Board**
- **Board Education Plan**



Personal Professional Goals

- Coverage Addendum Rewrite
- Staff Development
- Continuing Education
- Property
- Liability
- Accounting
- National Affiliation
- CRL, AGRiP, Pool RMIS Task Force,

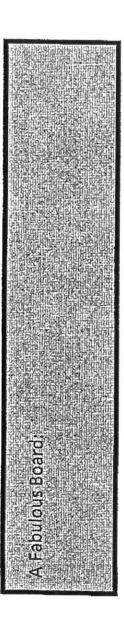
AGRiP Conference Report

- Introduction to Employee Feedback Miller
- Unemployment Pooling White
- Effective Board Communications Wall
- Lunch with AGRiP Board Smith
- Developing a Leadership Culture Miller
- Property Discussion Group –
- Liability Discussion Group Blackwell
- 7 Disciplines of Governance Excellence -
- Effective Pool Management Evaluations Blackwell
- Trustee's Role in Ratemaking, Reserves & Reinsurance
- Insurance Broker Compensation/Conflicts of Interest -
- Issue Discussion Groups -
- Current Market Conditions Miller

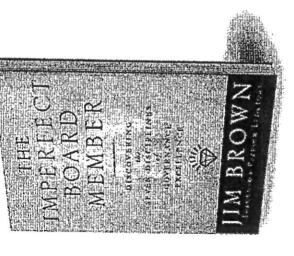


The Power of Healthy Boards

Jim Brown, Strivel Board Coach, Author Jim@strive.com 519-766-9033



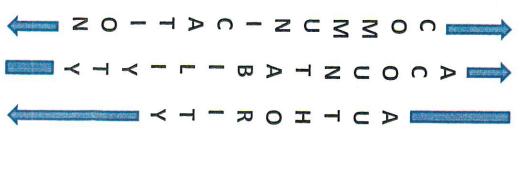
Smart and Healthy



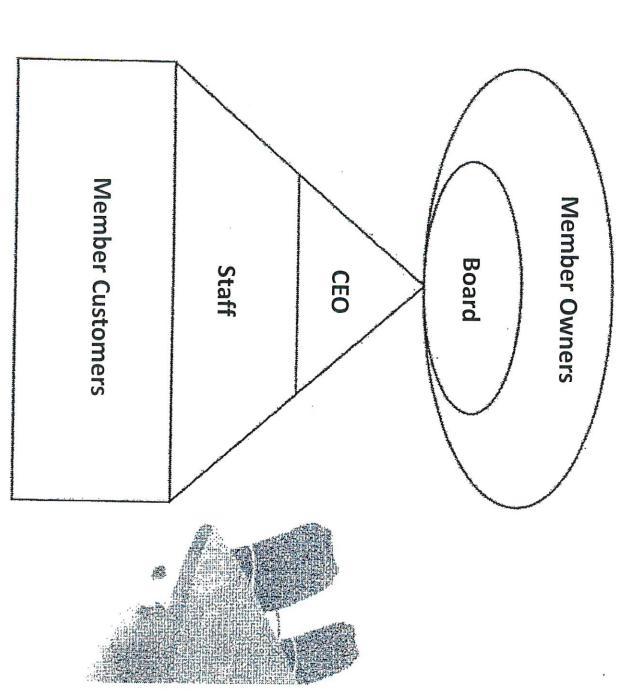
The Power of Simple Principles

he role of the board in two words:

and Profect



The Secret Formula for Organizational Effectiveness tm





CEO's Report

- Millard County Work Session Meeting
- Member Risk Review
- Discussion of UCIP Rep & Personnel Positions
- CRL Investment Committee Meeting
- Membership Meeting
- **Duchesne County Work Session Meeting**
- **URMMA CEO Meeting**
- Litigation Management Committee Meeting
- Utah PRIMA Meeting
- **WCF Renewal Meeting**
- **Audit Committee Meeting**
- CRL Property Member Meeting